

LINDA LINGLE
GOVERNOR



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STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY
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IN REPLY PLEASE REFER TO:
10:CPO/267

September 16, 2010

TO: Interested Parties

FROM: Rick T. Sogawa 
Acting Procurement Officer

SUBJECT: Request for Proposal No. CO-2010-16, Addendum No. 2

This Addendum No. 2 is to provide: 1) additional information, 2) clarification and 3) follow up responses to questions that were received at the Pre-Proposal Conference conducted by the Hawaii Public Housing Authority (HPHA) on August 25, 2010, up until August 31, 2010:

1. As additional information, the allocation of the price by complex is as follows:

Funding Source	No. of Complexes
Federal Capital Fund Program	70
State – Family Program	5
State – Elderly Program	7
Banyan Street Manor	1
Wilikina Apartments	1
Ke Kumu Ekahi	1
Central Office Cost Center	11 buildings

2. As additional information, the HPHA may furnish training facilities and will assist in the coordination of attendees. The Successful Offeror shall be responsible for all training materials.
3. **Delete:** Section II, item II.D. Single or multi-term contracts to be awarded, page 17. "Initial term of contract: Eighteen Months"

For clarification, **replace** with – Initial term of contract: 24 Months

4. **Delete:** Section II, item II.D. Single or multi-term contracts to be awarded, page 17. "Maximum length of contract: Twenty four Months"

For clarification, **replace** with – Maximum length of contract: 30 Months

5. **Add** the following to Section III, item III.B.1. Necessary Skills and Experience, page "The interested offeror shall demonstrate it is a nationally recognized consultant with credentials and expertise in ADA, FHA and Section 504 compliance and monitoring."

Questions:

1. **Will disadvantaged businesses, such as Disabled Veterans Owned Small Business (DVOSB) or women owned small businesses, have any type of preference when scoring the proposals?**

No.

2. **Will the scope of work be modified to include the "requirement of publishing the draft self-evaluation and transition plan to allow the public to provide input?**

No.

3. **Is the agency negotiating a Voluntary Consent Agreement or under a Voluntary Consent Agreement?**

No, the HPHA is neither negotiating a Voluntary Consent Agreement or under a Voluntary Consent Agreement.

4. **Are there outstanding findings from any HUD or FHEO audit?**

No.

5. **Is the HPHA doing site-based waiting lists in public housing? Are these policies in the ACOP and the Annual Plan?**

No, the HPHA does not operate under a site-based waiting list. The policies are included in the HPHA's Admissions and Continued Occupancy Plan.

6. **Can you provide information on the number of applicants and tenants requiring ADA-accessibility?**

The HPHA will provide information on the tenants on the waitlist for accessible units.

7. **Are accessible units indicated accurately in the PIC system?**

No. The HPHA will provide a list of units in the PIC, but the part of the study is to confirm or verify the accessible units in HPHA's inventory.

8. **Do you want the offeror to address Disability Rights: 2% sensory accessibility – current inventory shortfalls – how would you like the selected consultant to address the discrepancy?**

Yes. The HPHA would require the successful proposal to contain a provision that obligates the contractor to determine the total number of federal and stated funded units managed by the HPHA, assess the number of sensory accessible units currently available, and calculate the shortfall.

9. **What are the current rates for travel reimbursement?**
- Per Diem;**
 - Hotel;**
 - Car rental;**
 - Mileage**
 - Etc.**

The current rates travel reimbursement rates are as follows and subject to change:

- Per Diem – Not to exceed \$50 per person/day
- Hotel – Not to exceed \$120 per person/day, including taxes and fees
- Car Rental – Not to exceed \$60 per day, including taxes and fees
- Mileage - \$.50/mile (not eligible on rental cars)

10. **Which of the following is correct?**

Section 2, II.B.1: “the Contract shall be on a reimbursement basis. All costs incurred must be supported by verifiable evidence that payment was made such as payroll records, invoices, receipts.”

Attachment 8, 17 C: “Any money, other than retainage, paid to the CONTRACTOR shall be disbursed to subcontractors within (10) days after receipt of the money...”

They are both correct.

Section 2, II.B.1 applies to the requirements of the successful offeror.

Attachment 8, 17 C pertains to payment made to subcontractors by the successful offeror, if applicable.

11. **The RFP does not indicate if consideration will be given to Minority-Owned Business Enterprise (MBE)/Women-Owned Business Enterprise (WBE). What considerations will be given if any?**

Proposals submitted by Minority-Owned Business Enterprises and Women-Owned Business Enterprises will be given the same consideration as proposals submitted by non-Minority and non Women-Owned Business Enterprises.

12. **§103-55 states “The services to be rendered shall be performed by employees paid at wages or salaries not less than the wages paid to public officers and employees for similar work.” Please identify what “public officer and employees” job descriptions would likely be deemed “similar work”?**
A list of the State of Hawaii’s class specifications and minimum qualification requirements and salary schedules can be found at
<http://hawaii.gov/hrd/main/eccd/>.

If you have any questions, please call contact Rick Sogawa, RFP Coordinator at (808) 832-6038. Thank you for your attention to this matter.

